### OVERTON COMMUNITY COUNCIL

**MINUTES OF MEETING**

**10th MARCH 2020**

**PRESENT**: Cllr Alstead, Cllr Ashton (Vice Chair), Cllr Coles, Cllr Copeman (Chairman), Cllr Hellingman, Cllr Lynch, Cllr Pugh, Cllr Walker and Cllr Whittaker

Clerk

1. **4546. APOLOGIES FOR ABSENCE**

Cllr England

County Councillor McCusker

Cllr Roberts

1. **4547. DISCLOSURE OF PERSONAL & PECUNIARY INTERESTS IN ANY ITEMS DISCUSSED IN THE MEETING**

None disclosed.

1. **4548. COMMENTS & QUERIES FROM MEMBERS OF THE PUBLIC attending the MEETING -** No representations made.
2. **4549. TO CONSIDER ANY POLICE MATTERS**

It was noted that the Police.co.uk site was only displaying crime up to and including December 2019.

**Action: The Clerk will check the site again.**

1. **4550. County Council matters**

Cllr McCusker to update members on the following:

1. Ditches – update as to who is responsible for clearing ditches next to roads/lanes –

**There are no ditches within the Overton area which are the responsibility of WCBC. WCBC suggested that OCC contact the landowners, by letter, asking them to clear ditches which are causing highways to flood. If the landowner doesn’t clear them or denies ownership, the matter can be referred to WCBC, however, it is not guaranteed that action will be taken.**

1. Speed of vehicles on Salop Road in the early morning –

**this is a matter for the Police; the following information would be useful; approximately what time/day are the vehicles driving along Salop Road, description and registration of the vehicle, approximate speed?**

**Items OCC wish to** raise with Cllr McCusker:

Highways items still outstanding

1. Dangerous pavements outside the Corner Shop – reported – waiting inspection feedback
2. Musley Lane now impassable from the main road - reported
3. Argoed Lane as the road is disintegrating badly on one side making it hazardous for motorists in the dark – reported.

**Noted by County Cllr McCusker**

Correspondence received

1. Letter from St Mary’s School regarding a complaint from a resident living in School Mews regarding parking at school drop off and pick up times – parking across drives and blocking School Mews cul de sac –

**Cllr McCusker is dealing with this matter. He has spoken to the school, requested the contact details of the resident who has made the complaint, so that he may speak to them. Cllr McCusker will be present at school during drop off and pick up times, will monitor the situation and talk to anyone who is parking inconsiderately.**

1. Correspondence from resident on Salop Road regarding the speed of vehicles.

**Action: The Clerk will contact NWP to locate the speed gun. Members will carry out a couple of speed checks and the resident will be invited to attend. Go Safe have been asked to confirm Community Speed Checks are still taking place.**

**All the information will be forwarded to the resident and they will be invited to attend the speed check.**

1. Complaint from resident living in the Cloy regarding the bin lorries not closing the side hatches on the lorries which allows waste to fall out after it has been collected. WCBC have been contacted regarding this matter. Employees have been reminded that the hatches should be closed between properties, when travelling a longer distance. The Area coordinator will be following the bin lorry this week. Cllr McCusker will give an update at the next meeting.

Cllr McCusker wished members to note the following:

* The two trees next to the Chemist have been felled as they were damaged in the recent poor weather.
* The Boundary Review; Cllr McCusker feels that the three current areas in the Overton Ward should remain.
* Installation of an electric vehicle charging point in Overton car park.

Cllr McCusker had no objections to an electric charging point at the car park.

Members discussed the proposal, it was felt that this installation would take up valuable parking space, for a service which may not be used often.

**Resolution: Members voted 5 in favour and 4 against the installation.**

1. **4551. TO AGREE AND SIGN MINUTES OF THE FULL COUNCIL MEETING HELD ON 11th FEBRUARY 2020**

**RESOLVED – That the Minutes of the previous council meeting held on 11TH February 2020 were approved by members.**

1. **4552. TO AGREE AND SIGN MINUTES OF COMMITTEE MEETINGS HELD**

* Finance Committee Meeting – 24th February 2020
* Amenities Committee Meeting -7th March 2020

**RESOLVED – That the Minutes of the previous committee meeting were approved by members**

1. **4553. TO NOTE ACTIONS FROM THE MINUTES OF PREVIOUS MEETING.**

**For information only**

* Zebra Crossing request from resident – Resident advised about the feasibility study into to a crossing on Overton High Street/Penyllan Street.

1. **4554. TO RECEIVE FEEDBACK FROM CLLRS RE: CONSULTATIONS AND MEETING ATTENDED SINCE THE LAST FULL COUNCIL MEETING**

* Community Liaison Meeting – Cllr Coles presented the report to members – members noted the report.

1. **4555. REPORTS / ISSUES / DRAFT DOCUMENTS**
2. Update on Dementia Friendly strategy

**Action: Cllr Coles will enquire with David Mainwaring about dates for a public meeting on the Dementia Friendly Strategy and when the Dementia Bus is due to be in Overton again.**

1. Cllr Ashton reporting on Christmas Card (St Mary’s School) and Overton Award Scheme.

**Action: Cllr Ashton and the Clerk will draft a scheme for the Overton Awards. It will be submitted to members for approval; the idea will be published in the Oracle to gauge response/support.**

**Resolution: In principle members approved the initiative**

**Action: Cllr Copeman will ask St Mary’s if they design Christmas cards already.**

1. Public toilets on the Playingfield- discussion of tenders –

Cllr Lynch confirmed the dye test had been completed.

**Action: Members to read through the SofW and check the plan. Once any amendments have been made, the documents will be forwarded to Simon Hughes to review.**

1. Do members wish to replace the wooden map display board located in the car park

**Action: It was agreed a map on the wall of the public toilets would be more appropriate then within the wildflower area of the car park.**

**Cllr Coles will locate the spare map.**

1. Confirmation as to when the Oak in Millennium Meadow should be felled.

**Resolution: Members agreed the Oak tree should be felled in April once the weather has improved. The Clerk will check with All Things Trees to ascertain if any wood can be left for members of the public to use.**

1. Spreading of mulch and unblocking of debris from sapling supports – **Cllr Walker will suggest a couple of dates to those interested in helping.**
2. Approval on engagement letter to Internal Auditor, Morris Cook, for End of Year Accounts March 31st 2020 –

**Resolution: Members approved the engagement letter.**

1. Update on remaining emails to change to @overton-on-dee.co.uk

**Action: It is hoped Cllr Hellingman and Roberts will have their new emails set up by April.**

1. Condition of the noticeboard on the High Street

**Action: Clerk will contact Rob Lawrenson to ask for a quote.**

1. Local Places for Nature Scheme – initiative funded by Welsh Government to create restore and enhance habitats – OCC have applied for a starter package for a butterfly garden, the bulbs/seeds will be planted in the cemetery ‘extension’ field.

**Action: The Clerk is trying to trace documentation on ownership of the cemetery ‘extension’ field. Once confirmed, the application will be submitted.**

1. Finance Check update – prior to end of year – **Cllr Pugh advised members that a random check had been carried out by three councillors on five expenditures and five incomes. All of the documents checked were in order. Bank transfers would also be checked and any issues reported.**

**This check will be carried out during each meeting of the Financial Committee.**

**Members noted the report.**

1. Renewal of the Lease for the Recreational Ground (Playingfield) – September 2020

**Resolution: Members approved the renewal of the lease and the Heads of Term.**

1. Members to approve the amended Southern Consortia Agreement

**Resolution: Members approved the amended Southern Consortia Agreement.**

**Action: The Clerk will update the agreement between the Penley Rainbow Centre and the Consortia. Once the agreement has been signed by WCBC, it will be disseminated to all the Community Councils in the Consortia.**

***In view of the confidential nature of the business to be transacted (10.m), it is advisable in the public interest that the public and press be excluded from this meeting.***

1. Addendum to Caretaker’s Contract

**Resolution: Amendment to the Caretaker’s Contract approved.**

**Action: The Clerk to enquire about insurance for sickness cover if the Clerk is off ill for a long period.**

1. **4556. TO RECEIVE ANY CORRESPONDENCE**
   1. SLCC – Conference for Clerks and Chairs in Ewloe 20th May 2020 – Clerk and Chair to attend – **noted by members.**
   2. Resident on Salop Road – speed of vehicles using this road - **see agenda item 5. 4550.**
   3. Request from Overton Community Growers to plant fruit trees and bushes on the grassed areas by the Playingfield car park.

**Resolution: Members approved (8 in favour, 1 against)**

* 1. Pene Coles – resignation as Community Councillor – **The Chair noted the resignation letter and thanked Cllr Coles for all the hard work and commitment shown during her time as a Community Councillor.**
  2. Removal of the larch in the Millennium Meadow - when report carried out in 2018 no specific problems were apparent, but as it is a larch it is vulnerable to Phytophthora disease and it is, in the view of the Arborologist, out of context with the broad leaf trees that form the avenue, so it might be a good idea to remove and replace at a time when resources allow.

**Action: The felling of the Larch will be added to the precept for 2022/2023**

* 1. Correspondence from Playcentre in relation to setting up a working party of organisations to deal with any outbreak of coronavirus.

Members felt there was enough advice online through the Public Health website to advise and support communities should there be an outbreak of COVID-19. It is hoped good neighbourly support would be shown within the community of Overton.

**Action: The Clerk will advise the Playcentre.**

1. **4557. TO CONSIDER ANY HIGHWAY MATTERS**

The bridge repairs (Overton Bridge) were discussed.

**Action: Cllr Walker is waiting for a response from WCBC in relation to the timescale of the repair and to find out why WCBC felt it was necessary to install a traffic light system.**

1. **4558. TO RECEIVE ANY PLANNING APPLICATIONS/DECISIONS**

Application 0669 – Queensbridge has been refused

Fencing: - The property on Sundorne is permitted to have the fencing up for six months whilst plants are establishing. The Planning Enforcement Officer is waiting for confirmation from the owners that they will adhere to this.

1. **4559. TO RECEIVE DETAILS OF INCOME AND PAYMENT OF ACCOUNTS – see addendum**

**Proposed Cllr Walker and Seconded Cllr Ashton Resolution: All in favour**

**Payments and Receipts reports approved by full council and authorised signed by three councillors.**

1. **4560. TO RECEIVE ANY FINANCIAL STATEMENTS YEAR TO DATE**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **OVERTON COMMUNITY COUNCIL INCOME 2019/2020** | **£** | Opening Balance minus Community Agent Annual Grant | **Ringfenced** | **£** |
| Opening Balance at 1 April 2019 | £ 68,008.00 | £ 20,833.00 | Community Agent Annual Grant | £ 47,175.00 |
| Precept 2019/2020 | £ 51,508.00 | £ 51,508.00 | Reserve (40% of Precept) | £ 20,603.00 |
| Income | £ 8,705.00 | £ 8,705.00 | Grant towards new public toilets at the Playingfields | £ 1,000.00 |
| **Income** | **£ 128,221.00** | **£ 81,046.00** | Community Chest Grant 2019/2020 (Previously known as Solar Panel Contribution) | £ 2,683.00 |
|  |  |  | Unspent Community Chest Grant from 2018/19 | £ 1,500.00 |
|  |  |  | Parade money raised through tombola | £ 41.00 |
| **Less Ringfenced Total** | **£ 73,002.00** | **£ 25,827.00** | **Total Ringfenced** | **£ 73,002.00** |
| **Total** | **£ 55,219.00** | **£ 55,219.00** |  |  |
|  |  |  |  |  |
| **Actual** expenditure to February 29th | £ 50,429.27 | £ 48,541.59 |  |  |
| Forecast expenditure to YE March 31st | £ 5,147.89 | £ 7,731.00 |  |  |
| **Expenditure** | **£ 55,577.16** | **£ 56,272.59** |  |  |
| Reserve for April 19 to March 2020 | £ 20,603.00 | £ 20,603.00 |  |  |
| Forecasted balance at YE 31 March 2020 | **£ 20,244.84** | **£ 19,549.41** |  |  |

1. **4561. TO SET ANY DATES FOR MEETINGS**

Cllr Pugh requested members read through the draft fete presentation and advise of any additions to the document by Wednesday 18th March.

1. **4562. TO RECEIVE ANY AGENDA ITEMS FOR THE MEETING AND CONFIRM DATE (11th FEBRUARY 2020)**

* Tender documents for the Playingfield Public Toilets
* Parade and Fete update

**The Chairman closed the meeting at 21.07hrs.**